

## **ECONOMIC DEVELOPMENT COMMITTEE (EDC)**

### **Meeting Notes of July 13, 2023**

**Members Present:** Chair Shannon Ilas, Vice Chair Shannen Knight, Heather Jones, Josh Carter and Tanner Woody.

**Members Absent:** Josh Cheney, Russel Williams

**Council Liaison:** Councilor Leo (Lou) Groner

**Staff Liaison:** Alena Schnarr, Business Support and Economic Development Coordinator

---

**Call Meeting to Order:** Chair Shannon Ilas called meeting to order at 6:00 p.m.

**Public Comment:** No public comments.

#### **Approve Meeting Notes from June 8, 2023:**

Knight moved to approved meeting notes from June 8, 2023. Carter seconded the motion. **Ayes:** Jones, Knight, Ilas, Carter and Woody. **Nays:** None. **Abstentions:** None. This motion passed 5-0-0.

#### **Business Licensing/Finance Department Discussion:**

Caitlin Koach, West Linn's Finance Manager, gave presentation and answered questions on business licensing. Schnarr presented new document on the "*Value of a Business License*" to be added to website. Ideas were shared on how to improve process and offer incentives to help new business owners with fees. Koach noted that Council would need to recommend any software or fee changes. Discussion on other city permit processes related to small businesses – street maintenance fees, transient lodging tax and sidewalk café permit program (which launched this month).

#### **Hwy 43 /Willamette Drive Business Coalition:**

Schnarr provided update on the new Highway 43/Willamette Drive Business Coalition and upcoming event. Members will help with marketing and two or three members will attend. All agreed to let the group help develop the mission and Schnarr noted that the goal is to help businesses network and meet each other.

#### **Tourism:**

The new tourism video by Here is Oregon can be viewed [here](#). Video was developed in partnership with Wander Willamette/ Business Recovery Center and West Linn's Chamber of Commerce. Discussion of creating map of with our tourism assets and doing more videos in partnership with [TVCTV](#).

#### **Items of Interest from EDC Members**

Josh Carter presented his current co-working space called Upstart Collective in Portland and there was discussion to bring a similar space / innovation hub to West Linn. Ilas mentioned our local Thrive co-working space on Willamette Falls Drive. Discussion about how to highlight businesses – Schnarr will talk to partners about photography and collaborating on featuring profiles somewhere.

#### **Adjourn**

Chair Ilas adjourned the meeting at 7:34 pm.